



# Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CHAIRPERSON  
Allan O'Shea  
VICE-CHAIRPERSON  
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Kathy Fenstermacher  
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Glenn Lottie  
Carl Rutske

CLERK

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Thomas Kaminski  
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DRAFT

## GREEN TEAM COMMITTEE

Wednesday, June 11, 2008  
9:30 A.M.

Manistee County Courthouse & Government Center  
Board of Commissioners Meeting Room

### MINUTES

Members Present: Allan O'Shea, Chairperson; Carl Rutske; Glenn Lottie

Others Present: Thomas Kaminski, County Controller/Administrator; Jeff Sullivan, Medical Care Facility Purchasing Supervisor; Gordon McLellan III, Network Administrator; Rick Pepera, Jackpine; Ken Falk, Emergency Management Coordinator; and Rachel Nelson, Administrative Secretary

The meeting was called to order at 9:32 A.M.

### ITEMS REQUIRING BOARD ACTION

The Green Team Committee discussed their mission statement and reviewed several versions.

**Mr. O'Shea recommended that the Manistee County Green Team Committee's mission statement read as follows: "The Green Team of Manistee County is striving to improve our working and living environments by building economically and environmentally sustainable communities." No alternative recommendation was proposed.**

### ITEMS NOT REQUIRING BOARD ACTION

Mr. Pepera talked to the Committee about Jackpine's new green catalog and the fact that Jackpine offers recycled printer cartridges. He noted that some recycled cartridges are better than others. The manufacturer of the recycled cartridge will repair the printer if it causes damage, but the printer has to be sent away, and it could take some time. Mr. McLellan mentioned that some offices in the Courthouse have started to use recycled printer cartridges from Jackpine, and we could monitor how the cartridges work. The County Administrator's Office will send out a memo from the Green Team to the Departments and Courts with Jackpine's green catalog attached, asking them to review the catalog and consider it when making purchases. The Green Team would like to have Mr. Pepera come to their meetings periodically for updates.

Mr. Sullivan mentioned that he can get 30% recycled paper from Quill for a much lower price than from Jackpine, and that Cartridge World offers a very convenient service program in case one of their re-manufactured printer cartridges does cause a problem with a printer. Mr. Kaminski noted that the County Government needs to support local businesses as much as possible. It was mentioned that perhaps the amount of money spent through local businesses last year could be in the "news" section of the County website.

Lt. Falk reported that he has been reviewing the Fuelman records. He has discovered that many times the mileage is not entered correctly, making it hard to do an accurate study. He will send a memo around the Sheriff's Office requesting that these numbers are entered correctly when gas is purchased. Mr. Kaminski noted that accurate information on the Fuelman records is also important to verify that the Fuelman cards aren't misused. Lt. Falk also said that he is interested in looking into getting a hybrid vehicle for transports.

Mr. Kaminski stated that after reviewing the situation, he doesn't feel that the Courthouse has enough shredding to use the services of a shredding company. In addition, the shredding, as well as the paper and cardboard from the recycle boxes, currently goes to Edenburn Trucking, which is a local recycling business.

Mr. McLellan reported that his idea to unplug the computers at night to save energy is not practical after further review. Multi-strip plugs would have to be purchased for many of the computers, and it would take about ten years of energy savings to make up for the cost of the multi-strips.

Ms. Nelson reported that the Courthouse & Government Center is has an Energy Star rating of 94/100, and the County Administrator's Office is in the process of obtaining the Energy Star label for the building. Mr. McLellan commented that some lights seem to be on unnecessarily, such as when he is in the building working at night.

Mr. Sullivan pointed out that a Clean Facilities Show will be held in Traverse City on June 26, 2008. Mr. O'Shea felt that it would be important for the new Maintenance Supervisor, Bruce Schimke, to attend this.

The meeting adjourned at 11:15 A.M.

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Allan O'Shea, Chairperson

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Glenn Lottie, Commissioner

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Carl Rutske, Commissioner